

MINUTES

JOINT MEETING OF THE OZARK FOOTHILLS REGIONAL PLANNING COMMISSION, THE OZARK FOOTHILLS DEVELOPMENT ASSOCIATION, THE OZARK FOOTHILLS SOLID WASTE MANAGEMENT DISTRICT COUNCIL & ADVISORY COMMITTEE AND THE RIPLEY COUNTY PUBLIC HOUSING AGENCY

**JUNE 8, 2023
OZARK FOOTHILLS REGIONAL PLANNING COMMISSION
3019 FAIR STREET
6:00 PM**

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman, Brian Polk.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

The minutes of the meeting held March 9, 2023, and financial statements for the quarter ending March 31, 2023, were reviewed. Member Darrell Dement made a motion to approve the minutes and financial statements of the March 31, 2023, meeting and the financial statements for the quarter ending March 31, 2023. Commissioner Vince Lampe seconded. No opposition. Motion carried.

TRANSPORTATION ADVISORY COMMITTEE

Coordinator Murphy reported on the Transportation Planning Progress Report. The TAC (Transportation Advisory Committee) met in April 2023 and did their 2023 project prioritizations. All 5 counties came up with 3 projects for project priorities, maintenance and multimodal. See Coordinator Murphy if you would like to see the list or have any questions about the projects. The next TAC meeting is July 13, 2023, and the regional prioritization will be done at that time. The drafted STIP (Statewide Transportation Improvement Program) released June 7, 2023, and is listed on MoDOT's website. They are taking public comment through early July. The State Highways and Transportation Commission will approve that STIP with any changes at their next meeting on July 12, 2023.

Coordinator Murphy discussed the Regional Transportation Plan Update. The Regional Transportation Plan is updated every 2 years. The plan was presented to this Board in March. The Board was asked to review it, so that the plan would be able to be adopted tonight. The TAC has reviewed and approved this plan. There have been a lot of updates to the plan and a lot of new maps have been added. All mapping was done in-house with ARC GIS. Community

Development Specialist, Raamin Burrell assisted with this. This update will cover our region until June 2025. Please contact Coordinator Murphy if you have any questions.

Coordinator Murphy further discussed the Public Transit-Human Services Transportation Plan. This has to be updated every 5 years. This plan has been completely overhauled since the last plan 5 years ago. There were 10 public meetings on this plan update to get feedback from the public. We released surveys which we provided to everyone in the room at our December 2022 board meeting. We ended up with 373 Transit Surveys completed. The TAC approved the Public Transit-Human Services Transportation Plan in April 2023. If anyone has any comments or questions, please contact Coordinator Murphy.

A motion to approve the Regional Transportation Plan Update and the Public Transit-Human Services Transportation Plan was made by Commissioner Ron Keeney and seconded by Commissioner Jesse Roy.; With no opposition, the motion carried.

The Regional Transportation Plan Update and the Public Transit-human Services Transportation Plan will be submitted to MoDOT before June 30, 2023, and they take effect July 1, 2023.

Coordinator Murphy informed the group of MoDOT's BRO and bridge change that was done last year. This year they have released those applications again. There will be 1 year of funding for FY 2024. Chairman Brian Polk will be kept on as the TAC representative for this year. MoDOT has not communicated with Coordinator Murphy on when they want those scored.

SOLID WASTE MANAGEMENT DISTRICT

Recycling Center Supervisor, Jamie Lansford reported that cardboard prices are on the rise. The Baler is working. Kevin Allen is the new driver.

Director Lutes discussed the Solid Waste Management District Grants Submissions. The grant applications were approved at the March 2023 meeting. Director Lutes will submit them after they are approved at this meeting with the matching budgets. These are annual grants that we always apply for. The \$90,000 grant goes to operating the Recycling Center and \$5,000 is used to operate the Solid Waste Management District, Region Q.

A Motion to approve submitting both grants with the updated budget figures and to approve the yearly administrative contract renewal in the amount of \$11,000, was made by Executive Member Jesse Roy and seconded by Executive Member Margaret Carter; all board members approved. With no opposition, the motion carried.

OZARK FOOTHILLS DEVELOPMENT ASSOCIATION

Director Lutes reported to the group that there are 2 business incubator spaces available for rent, Unit #8 and Unit #10. These spaces are for startup businesses, if you know of anyone who would be interested in renting a space, please contact the Planning Commission.

Regarding building improvements, no updates have been made. We are currently looking at the DNR Energy loan to replace all of the building's lights with LED fixtures.

Chairman Polk reported on the bids received on the proposed new parking lot at the Planning Commission. Three bids were received for the new parking lot. Jokerst Inc. from St. Genevieve bid was \$129,972.50, Robertson Bridge & Asphalt's bid was \$134,833.75, RLP's bid was \$142,999.00. The Executive Board suggested that the lowest bid, which was Jokerst Inc., be accepted. A motion to proceed with the Parking Lot Bid with Jokerst, Inc. was made by Mayor Sandy Joy. The motion died for lack of a second. After discussion with the members of the board, Mayor Dennis Cox suggested using the next lowest bid of Robertson Bridge/Asphalt due to the fact that they are local within our 5 -county region and the price difference is only about \$5,000. Director Lutes informed the board that we direct solicited the contractors in our area and as far out as St. Genevieve. Director Lutes also stated that there are no grant funds for this project, so we are not held to accepting lowest bid for funding. Mayor Dennis Cox expressed that he prefers to hire local because it brings money into our 5-county region.

Director Lutes explained to the group that the bid advertisement was for the lowest, most responsive, most responsible bidder. Assistant Director, Andrew Murphy shared the actual advertisement for bids with the group. The advertisement also states that the owner reserves the right to wave any informalities or to reject any and all bids.

Chairman Polk shared with the group that the Bid Spec Sheet was initially sent out with a 4" rock base. It was supposed to be 6" and the bidders were notified, and they all received the notification. Jokerst, Inc. was the only company that had marked out the 4" base and changed it to the 6" base. The other bids still said 4" and there was very little price difference in the listing for the base. The Executive Board felt that the other 2 bidders had bid with the 6" base as well because of the price of the base being so close. Director Lutes stated that the plans that went out with the Bid Spec had 6" on the base and was sent to all bidders by e-mail and confirmed the 6" base as per the plans that were sent out with the Bid Spec. All bids will be checked to ensure that that they were bid for 6" base.

A motion to accept Robertson Bridge/Asphalt's Bid of \$134,833.75 was made by Commissioner Jesse Roy as long as the bid includes the 6" base and meets all other bid requirements. This motion is made based on Robertson Bridge/Asphalt being local in our 5-county region. In the event that the bid does not prove to be correct in total, then bid shall go to the next lowest bid of Jokerst, Inc. in the amount of \$129,972.50 providing they meet the bid requirements. Motion was seconded by Mayor Dennis Cox. No opposition. Motion carried.

OZARK FOOTHILLS REGIONAL COMMUNITY FOUNDATION

Disaster Recovery Coordinator, Lydia Keller reported on the Foundation Status Report for the Ozark Foothills Regional Community Foundation (OFRCF). The market value as of 6/8/2023 is

\$2,273,607.79. This is an increase of \$107,436.74 from the previous commission meeting from 3/8/2022 to 6/8/2023. There was an investment increase of \$49,072.79. There were 24 contributions made by donors totaling \$87,902.37 and 11 grants out by fundholders totaling \$26,537.81.

The annual CFO Conference has been rebranded to the Rural Philanthropy Summit. This was held on 4/25/2023 in Springfield, MO. Board President, Russell French and Coordinator Keller attended.

The OFRCF brochures are available now. If you would like to have any brochures for your office or business to increase awareness regarding the Foundation, please see Coordinator Keller after this meeting and she can provide some to you or she can arrange to drop some off at the office.

The Community Foundation does have open board positions. The board is taking suggestions to meet and consider candidates, if you have any recommendations, please email, call, or let Coordinator Keller know after the meeting.

The Board is expected to host its annual community grant in the coming months. Information regarding eligibility requirements and award amount will be available at a later date.

Next board meeting is June 13, 2023, at 4:00 p.m. at Ripley County Caring Community in Doniphan.

RIPLEY COUNTY PUBLIC HOUSING AGENCY

Housing Coordinator Ilene Ward reported upon the Section 8 Rental Assistance Program. The Ripley County Public Housing Agency is assisting 375 families in our five-county region. In addition, the RCPHA also has 50 VASH vouchers. These are used to house homeless Veterans that are referred to the RCPHA by the VA Hospital. 49 of these vouchers are filled.

The RCPHA waiting list was open May 1, 2023, through May 15, 2023. We received 289 applications. There are currently 269 families on the waiting list and the waiting list is currently closed.

Family Self Sufficiency (FSS) Coordinator Shaquana Ferguson reported that there are 67 families on the Family Self-Sufficiency Program who are working towards the goals they set for themselves. 23 participants have been enrolled in the FSS program since March 9, 2023, and she has enrolled 2 participants for July. Around 80% of active clients are MTW (Move to Work). As of May 31, 2023, we have \$28,126.64 accumulated in escrow accounts for 17 clients. There is 1 program graduate effective 5/31/2023 for exceeding her household income. Her accumulated escrow was \$2,318.46. During her time on the program, this client finished high school, enrolled in college, purchased reliable transportation for her household and went over income on her Section 8 voucher.

There are currently 11 families on the Home Ownership Program and nearly all of the FSS clients are working on income and credit to add to that number.

The next PCC Meeting will be held September 18, 2023, at 11:00 a.m. Coordinator Ferguson is actively looking for a childcare coordinator to add to the board since reliable childcare is a barrier for many FSS participants. If you know anyone who would be interested, please contact Coordinator Ferguson.

Director Lutes discussed updating the Administration Plan for RCPHA which is due in November 2023, and that we just became aware of this week. A Motion to have a special meeting by phone with the RCPHA Board in October to vote on changes to the Administration Plan was made by Commissioner Ron Keeney and seconded by Commissioner Jesse Roy. No opposition. Motion carried.

NEW GRANTS RECEIVED

Director Lutes reported upon the grant awards received during the prior quarter. It was summarized as follows:

- Carter County, MO DED ARPA-Local Tourism Asset Development, Remodel/Refurbish Historic Courthouse, \$630,454 (50/50 Match);
- Naylor, MO DED ARPA-Community Revitalization, Gap Funding on new Nutrition Center Building, \$753,553;
- Poplar Bluff Demo, MO DED ARPA Community Revitalization, DEMO old City Hall building, \$306,000;
- Poplar Bluff Parks & Recreation, MO DED ARPA Community Facilities, Soccer Complex Expansion, \$250,120;
- Ripley County/Doniphan R-1 School, CDBG Community Facilities, Interior of new shop building for Current River Career Center, \$614,000;
- Williamsville, CDBG Community Facilities, Roof Replacement on Community Center Hall, \$260,280;
- Three Rivers College (TRC), DRA Delta Workforce Program, Workforce Initiatives, \$402,392;
- Ripley County Public Housing Agency, FCC-ACP Outreach - 2-year Position, hire a Coordinator to assist eligible broadband subscribers with enrolling in Affordable Connectivity Program (ACP), \$125,000.
- Ozark Foothills Regional Planning Commission, Economic Development Administration (EDA) Partnership Planning, financial assistance to Economic Development Districts (EDDs), \$70,000/year for 3 years (\$210,000)

Grant Amendments

Ripley County/PWSD #2, CDBG, Gap Funding for Water Distribution Project, \$241,893.50 additional funding added to original grant.

GRANT APPLICATIONS SUBMITTED

Director Lutes reported the New Grant Application Abstracts. A summary of each proposal was provided to those in attendance as an attachment to *Resolution #328*. A motion was made by member Darrell Dement and seconded by Commissioner Ron Keeney; with no opposition, adoption of the resolution was approved.

DIRECTOR'S REPORT

Director Lutes introduced the new City Clerk of Fisk, Courtney Schuster and thanked her for attending. Staff at OFRPC have been trying to reach out and meet the new Clerks and Mayors.

Director Lutes reported that the FY2024 Budget was presented to the Executive Board. The Budget was presented to the group. This budget includes a 6% cost of living adjustment (COLA) for staff.

A motion to approve *FY2024 Budget, Resolution #329*, was made by member Chad Henson and seconded by Mayor Dennis Cox. No opposition. Motion carried.

Director Lutes reported on the Wayne County Hazard Mitigation Plan. Felicity Ray is working on this plan and the project kickoff meeting is scheduled for June 13, 2023, at 10:00 in Wayne County. It is very important that everyone attends their County Hazard Mitigation Plan meetings. The Carter County Hazard Mitigation Plan will be updated sometime next year.

Director Lutes discussed the CDBG Application Cycles-MID/MIT. There are several anticipated grant rounds that will be opening up. The first one to open will be the Planning Capacity Building Grant. This grant should open June 30, 2023, and will be open for 60 days. If any community is interested in this grant, please reach out to our office. The next grant to open will be the General Infrastructure Grant which will probably open around August. This grant is tied to the MID/MIT funding for the 2017 flooding disaster. They will give priority to the MID zip codes which include VanBuren and Doniphan zip codes in Carter and Ripley counties respectively. Other grants that we hope will open in 2023 are the Public Facility Hardness and Critical Facility Generation. Delta Regional Authority has some grant cycles open now, Strategic Planning Program and Community Infrastructure Fund which are both on rolling bases. SEDAP is open but is getting ready to close June 25, 2023.

Director Lutes further discussed Broadband Engagement and Grant Opportunities. We are part of MACOG, and we are working with consultants and the Missouri Office of Broadband Development. The next broadband meeting will be a Zoom meeting on June 14, 2023, at 8:30 a.m. for our region. It will be a Broadband Gap Overview zoom meeting, you are welcome to come watch it at the Planning Commission or sign in from your office or home.

Director Lutes reported on the CEDS (Comprehensive Economic Development Strategy). Coordinator, Raamin Burrell has been working on updating this Strategy. The final draft should be done by December 2023. She will be reaching out to set up meetings with our cities and counties. This Strategy needs to be updated for applying for grants.

Community Profiles are all complete and copies have been sent out to all of our communities. When information changes, please notify us so we can make changes and update. If you need a copy of the Community Profile, please contact us.

The 2023 Melvin Brinkley Public Service Award Nominations are due by August 15, 2023. The applications will be reviewed at the September 14, 2023, commission meeting. The Melvin Brinkley Public Service Award was established by the planning commission in 2002 to honor the late Melvin Brinkley, Chairman of the Village of Mill Spring in Wayne County. Chairman Brinkley served as village chairman for nearly 16 years and was known to many as a dedicated public servant. The award recognizes an Ozark Foothills resident who has contributed selflessly to the betterment of their community and strengthened their community due to their actions. The guidelines are that the nominee cannot be nominated for the duties they perform as an elected official, they are from our 5-county region, and they are not paid for the work that they are nominated for.

Lori Dunlap, DED, informed the group that 9 grants are out through the Department of Economic Development. They are all released now and 3 are active and open. The grants open are non-profit, cell tower and entertainment industry grants. The non-profit grants are 501C3 and C19. If anyone is interested in the Missouri Works Program, that provides tax incentives and tax credits to help communities create jobs and increase your tax base please contact Lori.

Director Lutes reported that we applied for 9 non-for-profits under ARPA. Those were for nutrition centers and 1 sheltered workshop. We provided assistance and training when the guidance came out to other non-for profits who showed interest. We are unsure of how many of them actually went forward with an application other than the 9 we worked on.

Luke Collins at Senator Holly Thompson Rehder's Office reported on the Legislative Update. They just got out of session on May 12 and lost Wayne County with the recent redistricting but have gained Reynolds County. Please reach out to their office if you need any assistance.

GENERAL DISCUSSION

Chairman Polk reviewed the Parking Lot Bids again with the group. The figures in the bids are correct. The rock yardage that was discussed for the base rock was calculated on 6 inches of base and the Bid Spec sheet has 4 inches, so we are assuming all 3 bidders bid the 6 inches of base. This will all be confirmed with the bidders.

ADJOURNMENT

On a motion made by Mayor Dennis Cox and seconded by Member Chad Henson, the meeting was adjourned at 7:17 P.M.

Respectively Submitted,

Mr. Brian Polk, Chairman

Date

Ms. Margaret Carter, Secretary

Date

ATTENDANCE

COMMISSION MEMBERS IN ATTENDANCE

BRIAN POLK	DEBI REYNOLDS	LUKE COLLINS
PAUL JOHNSON	MARGARET CARTER	VINCE LAMPE
DARRELL DEMENT	JESSE ROY	DENNIS COX
LORI DUNLAP	SANDY JOY	DR. JAMES JONES
RUSSELL FRENCH	CHAD HENSON	DOUG MOSBEY
COURTNEY SCHUSTER	STEVE CHITWOOD	HEATHER MOSBEY
BILL MORIARITY	REBECCA PACHECO	RON KEENEY

COMMISSION MEMBERS NOT IN ATTENDANCE

ANGELA CLYBURN	GARY EMMONS
BILL KIRKPATRICK	RHONDA BURSON
JASON HILL	JUSTIN PARK
SHANE CORNMAN	TERESA LEE
WAYNE GIBBS	REV. GREGORY KIRK
DALE DAY	STANLEY BARTON
BRANDON WOOLARD	DAWN HOOD
LAURA BETH SMITH	MIKE HOERNER
GARY CONWAY, JR.	PAUL WOOD

STAFF

JAMIE LANSFORD

ALAN LUTES

ILENE WARD

DAVEY HICKS

NIKI HARP

AMY BAUGUS

CAROLYN MEEKS

BROOKE HINKLIN

RAAMIN BURRELL

AMBER HORNBECK

ANDREW MURPHY

SHAQUANA FERGUSON

CAMILLE DONNELL

RACHEL COLEMAN

LYDIA KELLER

BRIAN ROSENER

KEVIN ALLEN

GUEST

GLORIA DEMENT

JOHN JOY

SARAH FRENCH